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Subject: Preparation for June 12 Meeting
Attachments: June 12 2019 Agenda_External.docx

Everyone,

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I thought it would be a good idea to just touch base in preparation for our next meeting. The purpose of this meeting to review and discuss the responses to the Draft Phase 3 WIP from:

- WIP Workgroups,
- Chesapeake Bay Partnership, and the
- Public Comment Period.

Draft agenda is attached. I look forward to receiving your responses to the draft WIP and any revisions you are recommending by our agreed upon deadline of **tomorrow**, **May 31**. In order to pull these together in time for the 12th, we really do need these by tomorrow if at all possible. Also, as you can see from the agenda, we will be devoting some time on the agenda for each of you to provide a short overview of your comments to the group. Please let me know if this is going to be a problem for you so that we can address your concerns as quickly as possible.

We are going to have a very short turnaround time on the public comments but intend to get a compilation of them into our proposed format to you at least a day ahead of time. We will also share the timeline with you for the review and finalization of the WIP and the Comment Response Document.

I look forward to seeing all of you again for another productive discussion on the 12th.

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